

FILED: *Reports*

RETURN TO *(initials)*

RECORDS MANAGEMENT DIVISION

RECORDS CENTER BRANCH Statistical Report

<u>Part I Record Holdings (cu. ft.)</u>	Reporting Period <u>May 1954</u>	Fiscal Year <u>To Date</u>
A. Records Accessioned	181	3036
B. Records Disposed of at Center	1	297
C. Records Holdings	6113	
D. Distribution Material Holdings	7804	
E. Total Holdings	13917	
<u>Part II Reference Service on Records in Storage</u>		
A. Requests	499	2538
B. Items Furnished	945	6682
<u>Part III Inter-Agency Reference Service</u>		
A. Requests	2	
<u>Part IV Shelving Space Utilization (cu. ft.)</u>		
A. Total Capacity	18948	
B. For Present Holdings	13917	
C. Available	5031	
<u>Part V Supplemental Distribution</u>		
A. Items Received for Distribution		
1. Intelligence Reports		
a. Initial Receipt	7111	
b. Returns	4169	
2. Information Reports	3343	
3. Administrative Issuances	5976	
TOTAL	20599	

Reporting Period	Fiscal Year
May 1954	To Date

B. Request

1. Intelligence Reports	208
2. Information Reports	656
3. Adm. Issuances	<u>54</u>
TOTAL	<u>918</u>

C. Items Furnished

1. Intelligence Reports	1965
2. Information Reports	2317
3. Adm. Issuances	<u>1023</u>
TOTAL	5305

D. Reproduction Services (no. of pages)

1. Ozalid Process	14586
2. Photo Copy Process	1271
3. Ditto Process	<u>573</u>
TOTAL	16430

Part VI Initial Distribution

A. Items Furnished

1. Regulations	3720
2. Notices	26868
3. Other	<u>526</u>
TOTAL	31114

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